

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) HOFFER, MELISSA A.					2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/31/2021						
FIRST ACTION					SECOND ACTION										
5-A. Code 546		5-B. Nature of Action CONV TO SES NONCAREER APPT			6-A. Code		6-B. Nature of Action								
5-C. Code V4L		5-D. Legal Authority 5 U.S.C. 3394(A) NONCAREER			6-C. Code		6-D. Legal Authority								
5-E. Code AWM		5-F. Legal Authority OPM FORM 1652			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number PRINCIPAL DEPUTY GENERAL COUNSEL C0000000 ES00424					15. TO: Position Title and Number PRINCIPAL DEPUTY GENERAL COUNSEL C0000000 ES00424										
8. Pay Plan ES	9. Occ. Code 0905	10. Grade or Level 00	11. Step or Rate 00	12. Total Salary \$183100.00	13. Pay Basis PA	16. Pay Plan ES	17. Occ. Code 0905	18. Grade or Level 00	19. Step or Rate 00	20. Total Salary/Award \$183100.00	21. Pay Basis PA				
12A. Basic Pay \$183100.00		12B. Locality Adj. \$0.00		12C. Adj. Basic Pay \$183100.00		12D. Other Pay \$0.00		20A. Basic Pay \$183100.00		20B. Locality Adj. \$0.00		20C. Adj. Basic Pay \$183100.00		20D. Other Pay \$0.00	
14. Name and Location of Position's Organization EP00 ENVIRONMENTAL PROTECTION AGENCY OFFICE OF GENERAL COUNSEL WASHINGTON,DC						22. Name and Location of Position's Organization EP00 ENVIRONMENTAL PROTECTION AGENCY OFFICE OF GENERAL COUNSEL WASHINGTON,DC									
EMPLOYEE DATA															
23. Veterans Preference <input checked="" type="checkbox"/> 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				
27. FEGLI <input checked="" type="checkbox"/> BASIC ONLY						28. Annuitant Indicator 9 NOT APPLICABLE			29. Pay Rate Determinant 0						
30. Retirement Plan <input checked="" type="checkbox"/> FERS-FRAE & FICA				31. Service Comp. Date (Leave) (b) (6)		32. Work Schedule F FULL-TIME			33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied 3 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved				35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888						
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON,DISTRICT OF COLUMBIA											
40. Agency Data FUNC CLS 00		41. VET STAT <input checked="" type="checkbox"/>		42. EDUC LVL 15		43. SUPV STAT 2		44. POSITION SENSITIVITY CRITICAL-SENSITIVE							
45. Remarks TENURE AS USED FOR 5 U.S.C. 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE SUBJECT TO POST-EMPLOYMENT RESTRICTIONS UNDER 18 U.S.C. 207(C) (b) (6) OPF MAINTAINED BY US EPA, HRMD, MD-C639-02, RTP, NC 27711. APPOINTMENT IS INDEFINITE. THE PAY RATE OF AN EMPLOYEE OCCUPYING A POSITION SUBJECT TO THE PAY FREEZE FOR CERTAIN SENIOR POLITICAL OFFICIALS SHALL BE BASED ON THE RATE OF PAY AND APPLICABLE PAY LIMITATIONS IN EFFECT ON DECEMBER 31, 2013															
46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO						50. Signature/Authentication and Title of Approving Official 210443694 / ELECTRONICALLY SIGNED BY: RYAN ATKINSON HUMAN RESOURCES OFFICER									
47. Agency Code EP00		48. Personnel Office ID 3216		49. Approval Date 01/31/2021											